

## Section 8: Plan Maintenance Procedures

The *Plan Maintenance Procedures* section discusses how the *Mitigation Strategy* and *Mitigation Action Plans* will be implemented by participating jurisdictions and how the overall Multi-jurisdictional Hazard Mitigation Plan (MJHMP) will be evaluated and enhanced over time. This section also discusses how the public will continue to be involved in the hazard mitigation planning process. It consists of the following three subsections:

- 8.1 Implementation
- 8.2 Monitoring, Evaluation, and Enhancement
- 8.3 Continued Public Involvement

### 8.1 Implementation

Each jurisdiction participating in this Plan is responsible for implementing specific mitigation actions as prescribed in their locally adopted *Mitigation Action Plan* (Appendix H-U). In each *Mitigation Action Plan*, every proposed action is assigned to a specific local department or agency in order to assign responsibility and accountability and increase the likelihood of subsequent implementation. This approach enables individual jurisdictions to update their own unique mitigation action list as needed without altering the broader focus of the county level Plan. The separate adoption of locally specific actions also ensures that each jurisdiction is not held responsible for the monitoring and implementation of actions belonging to other jurisdictions involved in the planning process.

In addition to the assignment of a local lead department or agency, an implementation time period or a specific implementation date or window has been assigned to each mitigation action to help assess whether actions are being implemented in a timely fashion. The jurisdictions present within Monterey County will seek outside funding sources to implement mitigation projects in both the pre-disaster and post-disaster environments. When applicable, potential funding sources have been identified for proposed actions listed in the *Mitigation Action Plans*.

It will be the responsibility of each participating jurisdiction to determine additional implementation procedures beyond those listed within their *Mitigation Action Plan*. This includes integrating the requirements of the MJHMP into other local planning documents, processes, or mechanisms such as comprehensive or capital improvement plans, when appropriate. The members of the Planning Team will remain charged with ensuring that the goals and strategies of new and updated local planning documents for their jurisdictions or agencies are consistent with the goals and actions of the MJHMP, and will not contribute to increased hazard vulnerability in Monterey County.

Moving forward, hazard mitigation strategies and goals should be incorporated into other community planning efforts. Examples may include but are not limited to:

- Emergency Operations Plans can address threat and hazard vulnerability and ensure jurisdictions strengthen their core capabilities to address the highest risks.
- County and local general plans, especially the safety element, is an appropriate document to codify hazard mitigation goals and strategies. Other relevant policy areas with the general

plan include land use, transportation, resource management and conservation, recreation and open space, and public safety.

- Climate Action and Adaptation plans should recognize that the long-term impacts of climate change can potentially affect hazards by increasing their severity as in weather extremes, damage to infrastructure from events such as sea level rise, storm intensity, heat stress, droughts, and wildland fires.

Although the development and maintenance of this stand-alone MJHMP is deemed by the Planning Team to be the most effective and appropriate method to implement local hazard mitigation actions at this time, the planning team recognizes that resilient communities proactively protect themselves against hazards through the institution of mitigation principles into daily actions and policy decisions. The planning team and the communities they represent will continue to create opportunities to weave the thread of hazard mitigation and the strategies and goals identified in this plan into all community and emergency planning processes.

## 8.2 Monitoring, Evaluation and Enhancement

The agency with the overall responsibility for monitoring this Plan is the Monterey County Office of Emergency Services. Periodic revisions and updates of the MJHMP are required to ensure that the goals of the Plan are kept current, taking into account potential changes in hazard vulnerability and mitigation priorities. In addition, revisions may be necessary to ensure that the Plan is in full compliance with applicable federal and state regulations. Periodic evaluation of the Plan will also ensure that specific mitigation actions are being reviewed and carried out according to each jurisdiction's individual *Mitigation Action Plan*.

The Planning Team will continue to meet regularly, as determined by the Monterey County Office of Emergency Services. These regular meetings will take place in the fall of each year so that sufficient time is available to prepare public outreach messages and assess the status of any mitigation actions relevant to the upcoming year. Meetings will also be convened as necessary following any disaster events warranting a reexamination of the mitigation actions being implemented or proposed by the participating jurisdictions.

County and local staff of each participating jurisdiction will also seek to participate in appropriate training offerings as available through the State of California, FEMA, NOAA, or other agencies and organizations in order to keep up-to-date on any changing guidance or planning requirements and to communicate that information to other representatives of participating jurisdictions.

As part of this monitoring, evaluation, and enhancement process, each participating jurisdiction will be expected to provide an annual status update to the Monterey County Office of Emergency Services for their respective *Mitigation Action Plans* **in order to evaluate the Plan's implementation effectiveness**. This will ensure that the Plan is continuously maintained and updated to reflect changing conditions and needs within Monterey County. If determined appropriate or as requested, an annual report on the Plan will be developed and presented to local governing bodies of participating jurisdictions in order to report progress on the actions identified in the Plan and to provide information on the latest legislative requirements and/or changes to those requirements.

### Five (5) Year Plan Review

The Plan will be reviewed by the Planning Team every five years to determine whether there have been any significant changes in Monterey County or the surrounding area that may, in turn,

necessitate changes in the types of mitigation actions proposed. New development in identified hazard areas, an increased exposure to hazards, the increase or decrease in capability to address hazards, and changes to federal or state legislation are examples of factors that may affect the necessary content of the Plan.

The plan review provides community officials with an opportunity to evaluate those actions that have been successful and to explore the possibility of documenting potential losses avoided due to the implementation of specific mitigation measures. The plan review also provides the opportunity to address mitigation actions that may not have been successfully implemented as assigned. The Monterey County Office of Emergency Services will be responsible for reconvening the Planning Team and conducting the five-year review.

During the five-year plan review process, the following questions will be considered as criteria for assessing the effectiveness and appropriateness of the Plan:

- Do the goals address current and expected conditions?
- Has the nature or magnitude of risks changed?
- Are the current resources appropriate for implementing the Plan?
- Are there implementation problems, such as technical, political, legal, or coordination issues with other agencies?
- Have the outcomes occurred as expected?
- Did the jurisdictions, agencies, and other partners participate in the plan implementation process as proposed?

Following the five-year review, any revisions deemed necessary will be summarized and implemented according to the reporting procedures outlined herein. Upon completion of the review and update/amendment process, the MJHMP will be submitted to the State Hazard Mitigation Officer at the **California Governor's Office of Emergency Services (CalOES)** for final review and approval in coordination with the Federal Emergency Management Agency.

### **Disaster Declaration**

Following a disaster declaration, the Plan will be revised as necessary to reflect lessons learned, or to address specific issues and circumstances arising from the event. It will be the responsibility of the Monterey County Office of Emergency Services to reconvene the Planning Team and ensure the appropriate stakeholders are invited to participate in the plan revision and update process following declared disaster events.

### **Reporting Procedures**

The results of the five-year review will be summarized by the Planning Team in the relevant sections of the updated plan. This includes: a comprehensive description of the plan update process including an evaluation of plan effectiveness (Section 2); any updates to the planning area profile (Section 3); any notable revisions or updates to the risk assessment (Sections 4 and 5) or capability assessment (Section 6); updated mitigation goals and consideration of mitigation action alternatives (Section 7); status updates on previously adopted mitigation action plans (including the identification of reasons for delays or obstacles to their implementation) as well as the identification of newly proposed mitigation actions (Appendix H-U); and revisions or updates to plan maintenance procedures (Section 8).

Any necessary revisions or changes to the countywide Plan elements must follow the monitoring, evaluation, and enhancement procedures outlined herein. For changes and updates to the individual *Mitigation Action Plans*, appropriate local designees will assign responsibility for the completion of the task.

### **8.3 Continued Public Involvement**

Public participation is an integral component of the mitigation planning process and will continue to be essential as this Plan evolves and is updated over time.

The most appropriate and meaningful opportunities for the general public to be involved in the maintenance and implementation of the MJHMP is during the five-year plan review process as described earlier in this section. As demonstrated in Section 2: *Planning Process*, the participating jurisdictions of Monterey County have been diligent and successful in gaining widespread public involvement during the five-year plan review process through multiple methods. While the five-year plan review process represents the greatest opportunity for such involvement, other efforts to involve the public in the maintenance, evaluation, and revision process will continue to be made as necessary. These efforts may include:

- Advertising meetings of the Planning Team in local newspapers, public bulletin boards, and/or City and County office buildings;
- Designating willing and voluntary citizens and private sector representatives as official members of the Planning Team or one of its subcommittees;
- Working with children through school programs and other appropriate venues in an effort to engage parents and other adults;
- Utilizing local media to update the public of any maintenance and/or periodic review activities taking place;
- Utilizing City and County websites to advertise any maintenance and/or periodic review activities taking place;
- Keeping copies of the Plan in public libraries; and
- Posting any Annual Reports on the Plan to City and County websites.